

**MINUTES OF THE REGULAR MEETING OF THE
BOARD OF PUBLIC WORKS AND SAFETY OF THE CITY OF JASPER
APRIL 28, 2009**

The Board of Public Works and Safety of the City of Jasper, Indiana, met in regular session on Tuesday, April 28, 2009, in the Council Chambers of City Hall located at 610 Main Street.

CALL TO ORDER

Presiding Officer Mayor William J. Schmitt called the meeting to order at 8:00 a.m.

ROLL CALL

Mayor William J. Schmitt	Present
Board member Thomas R. Schmidt	Present
Board member Ambrose 'Butch' Schitter	Present

Also present were Police Chief Douglas Tarvin, Assistant Street Commissioner Jeff Theising, Personnel/Safety Director Charles Schneider, City Engineer Chad Hurm, Building Commissioner David Seger, Fire Chief Kenneth Hochgesang, City Attorney Sandra Hemmerlein, and Clerk-Treasurer Juanita S. Boehm. Street Commissioner Raymond Eckerle was absent.

Clerk-Treasurer Juanita Boehm announced that in order to have a quorum for the meeting, a majority of the board members must be present. All board members were present; therefore, there was a quorum for the meeting.

PLEDGE OF ALLEGIANCE

Mayor Schmitt invited all those present to join him in reciting the Pledge of Allegiance.

APPROVAL OF THE MINUTES

The board members examined the minutes of the regular meeting held on April 14, 2009. A **motion** was made by Ambrose 'Butch' Schitter and seconded by Thomas Schmidt to approve the minutes as published. Motion carried 3-0.

VEHICLE QUOTES

Personnel/Safety Director Charles Schneider said he sought quotes for a 2009 vehicle less the trade in of a 1997 Ford Taurus. City Attorney Sandra Hemmerlein then opened and read the following sealed quotes:

Bob Luegers	
2009 Pontiac G-6	\$22,680.00 MSLP
	<u>-7,280.00</u> Trade-in
	\$15,400.00 Net price

Ruxer Ford	
2009 Ford Taurus SE	\$26,945.00 MSLP
	-6,328.00 Discount
	<u>-3,200.00</u> Trade-in
	\$17,417.00 Net price

Sternberg Chrysler	\$25,403.00 MSLP
2009 Dodge	-3,885.00 Trade-in
Avenger R/T	- 1500.00 rebate
	+1.25 Tire tax
	+63.60 Doc fee
	<u>\$20,082.85 Net price</u>

Uebelhor & Sons	\$23,455.00 MSLP
2009 Chevy Malibu	-4,761.00 Trade-In and discount
	<u>\$18,694.00 Net price</u>

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to accept the low quote from Bob Luegers for a net price of \$15,400.00 provided it meets all specifications. Motion passed 3-0.

CLOSE MILL STREET

Phil Schroering, representing Schroering Plumbing and Heating, asked permission to close Mill Street north of 17th Street in order to tap into the main sewer line for a duplex that is being built on the corner lot of 17th and Mill Streets. Schroering said the wastewater department recommended tapping the line at that location. He said the work will take more than one day; therefore, he requested permission to do a partial closure on Tuesday, May 5, 2009 from 8:00 a.m. until 3:00 p.m. One lane will remain open and flaggers would be placed at each end to direct traffic. The cut would be plated after 3:00 p.m. They will make the tap on Wednesday, May 6, 2009; therefore, both lanes of the street would need to be closed from 8:00 a.m. to 3:00 p.m.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the request of Schroering Plumbing to close Mill Street on May 5, 2009, partially, and on May 6, 2009, a full closure, on provision Schroering provides flaggers from 8:00 a.m. to 3:00 p.m. and notifies the police department and the news media about the closure on those days. Motion carried 3-0.

MEMORIAL DAY SERVICE

Ken Schuetter, representing the Dubois County Veterans Council, said the annual Memorial Day Service will be held on the west side of the Square on Saturday, May 23, 2009 beginning at 11:00 a.m. He asked to use the City Hall parking lot for the firing squad to assemble starting at 10:15 a.m. and close the west side of the Square. Schuetter said last year the park department put two or three sets of bleachers on the Square so the public had a place to sit down during the service. He said having the bleachers there was a real asset. Schuetter asked if the park department could bring bleachers again this year. He suggested three or four sets this year in case more people attend because seating is available.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the request of the Dubois County Veterans Council to use the City Hall parking lot, block off the west side of the Square, and use bleachers from the park department but have Schuetter contact the park director about the number of bleachers. Motion carried 3-0.

HIGH WEED COMPLAINTS

Fire Chief Kenneth Hochgesang reported to the board the names of property owners and the location that has been cited under 5.12.040, weed removal/notice. The names and locations are as follows:

Owners	Location
Diana M. Birkle	820 2 nd Ave, PT SE NW 36-1-5
Morris & Carolyn Meals	1410 Maple Leaf Dr Mission Valley Manor Lot 28
Eike Bridge	805 Newton St Jasper Original Pt Lot 144
LaSalle Bank Nat'l Assoc	516 E 15 th St PT SE NW 26-1-5
Charlotte Cockerham	Seng's Subdivision Lot 28
James L. Clements	Terrace Heights Lot 50
Darryl & Leanne Huls	1329 Greene St Maurice De St Palais Lot 49
Steve & Shelly Whalen	Heather & 15 th Hillside Acres Lot 4
Diana M. Birkle	1310 Leopold Maurice De St Palais 3 rd Add Lot 47

INDIANA FIRE CHIEFS CONFERENCE

Fire Chief Kenneth Hochgesang asked permission to attend the Indiana Fire Chiefs Conference at the Indianapolis Convention Center on August 19 to August 22, 2009.

A **motion** was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to give the fire chief permission to attend the conference on August 19 to August 22, 2009. Motion carried 3-0.

SWINE FLU

In reference to the swine flu issue, Fire Chief Hochgesang reported he has been in contact with Suzan Henke from Memorial Hospital and Donna Oeding from the County Health Department. He said they discussed the issue and discussed buying supplies, such as masks, in the event it is needed. Hochgesang said the Jasper Fire Department has some masks but will get more.

RESOLUTION NO. BPWS 2009-5

Mayor Schmitt presented Resolution No. BPWS 2009-5 that amends the City of Jasper Volunteer Fire Department Member Employee Handbook to change policy 382 from Firefighters' Pension Fund to Firefighters' Retirement Fund. The amendment changed certain wording in the policy from pension benefits to retirement benefits.

A **motion** was made Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to pass and adopt Resolution No. BPWS 2009-5. Motion carried 3-0.

SWINE FLU

Personnel/Safety Director Charles Schneider commented about the swine flu issue and said he contacted Mary Miller with the Dubois County Emergency Management Agency about respirators and masks. He said he is waiting for a response. Schneider then stated that he sent all department heads a flyer about taking precautions and asked them to post it in their break areas.

EMERGENCY EVACUATION EQUIPMENT

Personnel/Safety Director Charles Schneider said at the last meeting the Board said he could check on the cost of the piece of equipment he displayed that can be used to assist those with special needs to the lower level if a quick emergency evacuation of the building was necessary. He said since the last meeting he did some research and most chairs cost between

\$2,000.00 and \$2,500.00. Schneider said some type of evacuation equipment is highly recommended for buildings with two or more stories.

He then showed photos of a Junkin Evacuation Chair that is designed for use in confined areas. This brand of equipment costs \$783.75 folds up and stores easily. Schneider then asked the Board if they are interested in purchasing such equipment and if so, he will then look locally to see if it would cost less than the price he reported.

Thomas Schmidt said he would like to see if one can be purchased locally and if not, then come back to the next meeting. Ambrose 'Butch' Schitter said if it is not mandated that we have such equipment and due to a tighter budget, we should wait and see about purchasing the item until the next budget work session. Mayor Schmitt agreed with Schitter. Schmitt also said if we put the equipment in this public building, then do we also need to put the equipment in our other buildings that are two or more stories.

JUNK LASERJET PRINTER

Personnel/Safety Director Charles Schneider asked permission to junk HP Laserjet 2200 printer, asset #100119, since it is not repairable. He said he purchased a new computer printer for \$335.00. Mayor Schmitt asked if the printer could be recycled rather than junked.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the request to discard printer #100119 by recycling or disposing of it.
Motion carried 3-0.

STREET CLOSINGS

Assistant Street Commissioner Jeff Theising asked permission to close 37th Street for one day this week from 8:00 a.m. to 4:00 p.m. in order to replace a 12" pipe and the box at a sink hole.

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve the request of the street department to close 37th Street east of US 231 for storm sewer repair upon proper notification given to the police department, fire department, and the news media. Motion carried 3-0.

Assistant Street Commissioner Jeff Theising then asked permission to close 5th Street from Sunshine Drive to White Oak Drive the first part of next week for one day weather permitting in order to replace a pipe. This road will be blacktopped in a couple of weeks.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to approve the request to close 5th Street west of Kluemper Road in order to install a storm sewer on condition proper notification is given. Motion carried 3-0.

50/50 SIDEWALK REPLACEMENT PROJECT

City Engineer Chad Hurm said Michael & Autumn Stallman requested permission to participate in the 50/50 sidewalk replacement program and replace the sidewalk in front of their residence at 1442 Mill Street. Hurm said the area meets the program requirements. The total project cost is \$1,150.00 and the property owners have agreed to pay their 50% portion which is \$575.00.

A **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch'

Schitter to approve the request of Michael & Autumn Stallman to participate in the 50/50 sidewalk replacement program at 1442 Mill Street. Motion carried 3-0.

4TH STREET SIDEWALK PROJECT IN CONJUNCTION WITH MATRIX PROJECTS

City Engineer Chad Hurm stated that at the last meeting Dan Fritch with Matrix asked if the City would replace the sidewalk along 4th Street in front of their proposed parking lot at the same time the trees are removed and the lot and alley are blacktopped. Hurm said that area of sidewalk is in need of repair and qualifies for the sidewalk replacement program. He said the sidewalk area from the East side of the shed currently on parcel 608 west to the State right-of-way line on Newton Street needs replacing. The estimated project cost is \$4,212.50.

Mayor Schmitt said the understanding was the City would have Matrix's contractor pave a certain part of the alley for about \$2,000.00 when he is blacktopping the lot. Since the 100% portion of the funds for the sidewalk replacement program are committed for 2009, Schmitt instructed Hurm to go back to Matrix and say that there are no more funds available this year in the 100% sidewalk replacement program; therefore, they will have to wait until next year. If Matrix wants the sidewalk replaced this year and wants to participate in the 50/50 sidewalk replacement program, someone would need to contact Hoffman & Mullen and Dave Bromm for their participation in the program also.

DISPATCH CHAIR

Police Chief Douglas Tarvin asked permission to purchase two new chairs for the dispatch room. He said the current chair is about ten years old and needs to be replaced. Tarvin also said since there are two communication stations, he would like to purchase one additional chair. Tarvin added that Chief Telecommunications Officer Gerald Gagne researched the equipment and said the chairs are specifically designed for 24/7 intensive use and are ergonomically designed for the use of law enforcement dispatch centers. The following quotes were presented:

1. Chair-Pros
Domore 3312 XL Highback chair \$1,620.00 each/includes shipping
\$3,240.00 total for two
2. Paragon Seating Inc.
The Responder chair \$1,450.00 each plus \$100.00
shipping per chair
\$3,100.00 total for two
3. Ideal Seating Inc.
The Responder chair \$1,392.75 each/includes shipping
\$2,785.00 total for two

Chief Tarvin recommended accepting the low quote submitted by Ideal Seating Inc.

A **motion** was made by Mayor Schmitt and seconded by Ambrose ‘Butch’ Schitter to approve the low quote for two Responder chairs from Ideal Seating Inc for a total of \$2,785.00. Motion carried 3-0.

POLICE REPORTS

Communication System Bids. Police Chief Douglas Tarvin said bids for radio communication equipment will be opened at the May 26, 2009 meeting.

Respect for Law Dinner. Tarvin said the Jasper Optimist Club will be holding a Respect for Law Dinner at the Habig Center on Friday, May 8, 2009 with doors opening at 6:30 p.m. and a meal served at 7:00 p.m. During the evening, local law enforcement officials will be honored and the Fraternal Order of Police will conduct a memorial service for those who have fallen in the line of duty. Chief Tarvin extended an invitation to the board members.

Police Department Inspection. Tarvin said the police department inspection will be held on Monday, May 18, 2009 at 5:30 p.m. Everyone is invited.

Burglary arrests. Tarvin reported that six individuals were arrested after the recent burglary at Rumbach Avenue. He also said the officers did a good job.

EXECUTIVE SESSION-BOARD ACTION

Mayor Schmitt said the Board of Public Works and Safety received a request from Detective Sergeant Lisa Miller to review a written reprimand issued to her by the police chief. Schmitt continued to say that pursuant to Indiana law, a member who is reprimanded may request in writing that the Board review the reprimand or suspension and either uphold or reverse the chief's decision. Schmitt then said the Board met in executive session and reviewed the reprimand and the response.

Thereafter, a **motion** was made by Mayor Schmitt and seconded by Ambrose 'Butch' Schitter to uphold the Chief's decision about the reprimand. Motion carried 3-0.

Mayor Schmitt then said that according to the Public Records Law, the City has the discretion to withhold documents in the personnel files of our employees, with some exceptions. Because this is a written reprimand, the information does not fall within the exception. Therefore, we will not discuss any additional information about the written reprimand at this meeting.

EASEMENTS

City Attorney Sandra Hemmerlein presented the following easements for acceptance and approval:

Grant of Permanent Electric Utility Easements

Mike Van Sell & Diane Yvonne Zielewski- Part of Lot 45 in Theodore Reyling's First Addition to the City of Jasper

Steven L. Anderson & Penelope C. Anderson – Part of Lot 33 in Theodore Reyling's First Addition to the City of Jasper

Peggy R. Burroughs – Part of Lot 36 in the Theodore Reyling's First Addition to the City of Jasper

Urban J. Dischinger, Jr. & Frances Ann Dischinger – Part of Lot 50 in the Theodore Reyling's First Addition to the City of Jasper

Richard D. Singer – Part of Lot 49 in the Theodore Reyling's First Addition to the City of Jasper

A **motion** was made by Mayor Schmitt and seconded by Thomas Schmidt to approve and accept the easements as described by the City Attorney. Motion carried 3-0.

ADJOURNMENT. There being no further business to come before the board, a **motion** was made by Thomas Schmidt and seconded by Ambrose 'Butch' Schitter to adjourn the meeting. The motion carried 3-0 and the meeting adjourned at 9:13 a.m.

The minutes were hereby approved _____ with X without corrections or clarification this 12th day of May, 2009.

Mayor William J. Schmitt
Presiding Officer

Attest:

Juanita S. Boehm, Clerk-Treasurer

Margaret A. Kress, Recording Secretary